

**301: IDoA Responsibilities****A. The IDoA shall:**

1. submit a State Plan on Aging pursuant to the Older Americans Act in order to receive an allotment under Title III and Title VII;
2. establish and operate an Office of the State Long-Term Care Ombudsman and carry out the LTCOP directly, or by contract or other arrangement with any public agency or nonprofit private organization in accordance with the Older Americans Act;
3. provide that the Office be headed by a full-time SLTCO meeting the qualifications described in Section 302 of this Manual;
4. determine the allocation levels and allocate and distribute the funding for the LTCOP through the approval of Area Plans on Aging;
5. act as an advocate for long term care residents and will consider the views of area agencies on aging, older individuals, and providers of long-term care in the planning and operation of the program;
6. develop policies and procedures which direct the operation of the LTCOP;
7. ensure the availability of adequate legal counsel and consultation on matters pertaining to the responsibilities of the Office;
8. publicize the purposes and operation of the LTCOP through public service announcements, posters, and brochures;

9. further interagency coordination through the establishment of working relationships with other state agencies involved in meeting the needs of residents of long term care facilities;
10. monitor and evaluate the compliance of the LTCOP to ensure that the responsibilities of the Department, the SLTCOP, and the SLTCO are being met in accordance with the Older Americans Act;
11. use funds made available and not supplant any funds that are expended under any federal or state law in existence to carry out the statewide LTCOP in accordance with federal maintenance of effort requirements;
12. establish in accordance with the Office, policies and procedures for monitoring local ombudsman entities; and
13. develop the policies and procedures regarding confidentiality and conflict of interest.